

ARMAGH OBSERVATORY

Armagh, Northern Ireland

JOB INFORMATION: EUNAWE PROJECT MANAGER

EUNAWE Project Manager (European Universe Awareness)

Essential and Desirable Criteria

The project requires a high level of independent working; the use of initiative and accumulated experience, and the exercise of sound judgement. It involves the delivery of teacher training workshops to primary school teachers; the development of an outreach programme to schools; the creation (with others) of a national EUNAWE (European Universe Awareness) website providing links to the international UNAWE programme and additional educational resources; and the development of new educational resources and activities as part of UNAWE development worldwide.

Candidates must have a degree or equivalent experience in a relevant subject area; experience in explaining astronomy to schools and/or the general public; excellent written and oral communication skills; an understanding of how astronomy and the wider UNAWE programme align with the national curriculum, especially at primary school level; and good time/self-management skills.

It is desirable that candidates should have a teaching qualification or equivalent experience working with children and/or teacher training; appropriate IT skills; experience in developing or supplying educational and/or promotional material for dissemination via the Internet and other media; and enthusiasm and a strong commitment to astronomy outreach.

Main Duties and Responsibilities

The primary aim of the EUNAWE programme is to exploit the inspirational elements of astronomy and space sciences to interest young and underprivileged children in science, technology, engineering and mathematics in order to broaden their minds and stimulate a sense of belonging to a wider European and worldwide community. The project builds on Universe Awareness (UNAWE), an innovative and proven programme aimed at engaging young people in modern astronomy and space science to inspire and excite them with knowledge of the Universe of which our Earth is a part.

The EUNAWE Project Manager will be responsible for all practical deliverables of the UK element of the EUNAWE programme, including the objectives of (a) delivering a minimum of three teacher-trainer workshops in each of the two years of the project; (b) developing an outreach programme to schools, possibly together with elements of the Observatory's programme of Science in the Community; (c) the creation (with others) of a national EUNAWE website which will provide links to the international UNAWE programme and to additional educational resources; (d) the development of new educational resources as part of UNAWE development worldwide; (e) liaison with the International Project Manager (based at the University of Leiden, the Netherlands) and with other EUNAWE partners based in Germany, Italy, Spain and South Africa; (f) the procurement of materials following EU and Observatory procedures; and (g) the provision of interim and annual reports and other written outputs according to the requirements of the EU Grant Agreement.

The work will involve working closely with the EUNAWE National Coordinator at the Armagh Observatory, Professor Mark E. Bailey, particularly in translating project requirements into actions; and with the EUNAWE International Coordinator and International Project Manager, both based in Leiden, the Netherlands. There will be regular meetings between the EUNAWE Project Manager and the Grant PI at the Armagh Observatory, several per month during the initial phases of the project and a minimum of one per month thereafter.

The EUNAWE Project Manager will be expected to play a full role in the group of postdoctoral researchers, PhD students and occasional visitors to the Armagh Observatory of which he/she will be a part. This may include attending regional, national or international conferences and participating in astronomical field trips, which may occur at unsocial times, and carrying out any other duties commensurate with the grade as deemed necessary by the international EUNAWE project manager or the Director of the Armagh Observatory.

Salary and Other Benefits

- POST:** EUNAWE PROJECT MANAGER (EUROPEAN UNIVERSITY AWARENESS)
- SALARY RANGE:** The salary, which is pensionable, is based on the Universities and Colleges Employers Association illustrative pay scales for Higher Education staff, in the range £26,062 to £32,657. The starting point is expected to be near the bottom of the scale but may be higher depending on experience. Pay progression will be one increment on the anniversary of appointment, subject to satisfactory progress.
- SUPERANNUATION:** The EUNAWE Project Manager will be entitled to join the Northern Ireland Local Government Officers Superannuation Scheme. Full details are available at <http://www.nilgosc.org.uk/>.
- RESPONSIBLE TO:** Professor Mark E. Bailey, EUNAWE National Coordinator and Director, Armagh Observatory
- DURATION:** The post is a two-year fixed-term position available from 2011 September 1 or as soon as possible thereafter. The post is funded by the Research Executive Agency (SP1-Cooperation) under the Seventh Framework Programme of the European Union (EU), Coordination and Support Action FP7-SPACE-2010-1 (Grant Agreement 263239). Fixed-term contract posts are available for the stated period in the first instance but in particular circumstances may be extended subject to availability of further funding.
- CONTACT ADDRESS:** Armagh Observatory, College Hill, Armagh, BT61 9DG, Northern Ireland, UK. Tel: +44-(0)28-3752-2928; FAX: +44-(0)28-3752-7174; e-mail: info@arm.ac.uk; web-site: <http://star.arm.ac.uk/>.

Eligibility to Apply for This Post at the Armagh Observatory

This Post is limited to *settled workers* as defined in page 1 of the “Tier 2 and 5 Sponsor Guidance Document v12/10”. This includes UK nationals as well as nationals of many EU countries. If you are unsure as to your eligibility to apply for this post, follow the “further information link” below.

- United Kingdom (UK) immigration rules make it a criminal offence for employers to employ someone who is not entitled to work in the UK. It is therefore a condition of employment that the successful candidate must provide documentary evidence that they are legally entitled to work in the UK.
- For further information, see:
<http://ukba.homeoffice.gov.uk/sitecontent/documents/employersandsponsors/pbsguidance>

Application Procedure

Applicants should send the completed application form and a full curriculum vitae to: The Administrator, Armagh Observatory, College Hill, Armagh BT61 9DG, Northern Ireland (Tel: +44-(0)28-3752-2928; FAX: +44-(0)28-3752-7174; e-mail: jcd@arm.ac.uk). Candidates should arrange for references from two or three referees to be sent to the same address as early as possible to ensure full consideration of the application.

Dates to Remember

The Armagh Observatory is fortunate in attracting strong candidates for specific vacancies. Applications will be acknowledged, and shortlisting will take place as soon as practicable after the closing date. Short-listed candidates will be invited to Armagh for an interview as soon as possible after the closing date for applications, expected to be in the second half of August 2011.

In making the appointment we will adhere to the timetable set out below, unless you are subsequently notified otherwise.

CLOSING DATE:	2011 August 5. Late applications may be considered until the position is filled.
INTERVIEW DATE:	Second half of August 2011.
START DATE:	2011 September 1 or as soon as possible thereafter.